Job Opportunity
Commission on Teacher Credentialing
Ensuring high quality educators for California's diverse students, schools and communities

CTC

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACE IN PUBLIC SERVANTS.

STAFF INFORMATION SYSTEMS ANALYST (SPECIALIST)

Salary:	$5,065 - $6,466	**Work Hours:**	8:00 a.m. – 5:00 p.m.
Tenure/Timebase:	Permanent/Fulltime	**Final Filing Date:**	November 7, 2008
Contact:	Andy Munguia (916) 322-0604 amunguia@ctc.ca.gov	**Office/Location:**	Commission on Teacher Credentialing Enterprise Technology Services Section 1900 Capitol Avenue Sacramento, CA 95811-4213

The Commission on Teacher Credentialing (CTC) is a **Special Funded** agency and is conveniently located in the downtown area near many popular restaurants, shops, public transportation, and affordable parking options. The purpose of the CTC is to ensure integrity and high quality in the preparation, conduct, and professional growth of the educators who serve California's public schools. Its work shall reflect both statutory mandates that govern the Commission and research on professional practices.

DUTIES: Under general supervision of the Senior Information Systems Analyst (Supervisor), the Staff Information Systems Analyst (Specialist) acts as the Client Server Developer, working on a complex departmental CRM SIEBEL environment, Credential Automated System Enterprise system (CASE):

➤ **Client Server Application Development** – As a web based client server application developer work on a complex integrated enterprise Client Server application environment. Responsible for analyzing and translating technical specifications into integrated Client Server applications that automate business processes. Perform complex development activities such as: system and data analysis; interaction and process flow analysis; dialog, layout, and procedure logic design; logical and physical database design review; and documentation, procedures, and user instructions. Provide technical guidance for system technical constraints, acceptance testing, performance criteria, complex design issues, data interfaces, technical architecture, and complex programming logic. Perform complex development activities to include, but not limited to, programming and configuring business services; coding scripts to implement business process functions; develop and update business applications; and lead in software development lifecycle. Analyze data and object models; verify integration objects and business service utilizing tools; by special request, may prototype new or modify existing software applications for the Commission.

➤ **Business Support —** Plan and perform analysis of Commission business activities and/or functions and guide subsequent design and implementation or improvement of new and/or existing information technology-based business system applications. Responsible for providing expertise and consultation to internal and eternal users for feasibility analysis, implementation, and evaluation of information technology solutions to business and administrative processes including, but not limited to, business requirement and process analysis; specification and evaluation of alternative information technology solutions, system design, testing, implementation, administration, and evaluation. Responsible for technology project initiation and configuration and information technology project management.

➤ **Interface and Connectivity —** Resolve complex problems related to interfaces and connectivity of multiple hardware platforms, operating systems, database management systems, and other applications. Coordinate with other technical staff when dealing with intranet and LAN issues.

➤ **Technology Evaluation and Consulting —** Evaluate, recommend, and implement technologies relating to database development, network-related data transfer, cross-platform data access, and application development.

➤ **Software Development Policies —** Recommend and implement enterprise data policies concerning department-wide standards, policies, and practices for software development, requirement analysis, reusability of systems and/or code, and performance metrics.

DESIRABLE QUALIFICATIONS:

➤ **Integrity** – consistently adheres to his/her duties to execute the mission and responsibilities of the CTC.
➤ **Expertise** – be a reliable source of accurate information.
➤ **Teamwork** – works collaboratively and in recognition of the contribution each makes to the common purpose of the CTC.
➤ **Respect** – recognizes the validity of other points of view and treats others with civility.
➤ **Problem Solving** – strives to find practical and effective solutions to achieving desired goals.

CONDITIONS OF EMPLOYMENT: *Fingerprint Clearance is Required*.

WHO MAY APPLY:
Individuals who possess the desirable qualifications listed above, and are currently at the Staff Information Systems Analyst (Specialist) classification or who have list, transfer, or reinstatement eligibility to the above classification may apply. Appointment is subject to the State Restriction of Appointment (SROA).

IMPORTANT NOTE:
Interested applicants must submit a State Application form, STD 678 to the above address. Attention: Andy Munguia. All applicants must clearly indicate the basis of their eligibility (*i.e., SROA, surplus, reemployment, reinstatement, transfer, or list eligibility*) and include RPA No. 09-031. The applications will be screened and only the most qualified applicants will be invited for an interview.

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.